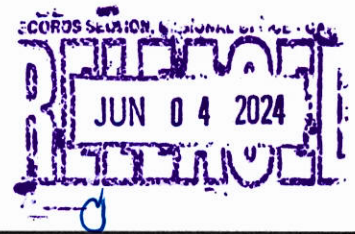




Republic of the Philippines
Department of Education
CARAGA REGION



June 3, 2024

REGIONAL MEMORANDUM

No. 0535 s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

DELIVERY OF FIFTY (50) ALS JUNIOR HIGH SCHOOL MODULES AND SESSION GUIDES

1. In accordance with Memorandum DM-CT-2024-172 issued on May 27, 2024, the Bureau of Alternative Education (BAE), through the Procurement Management Service (ProcMS), has successfully procured and printed fifty (50) ALS JHS Modules and Session Guides. After completing the pre-delivery inspection, Veco Paper Corporation will commence delivery of these materials directly to the Regional and Schools Division Offices in the Caraga Region, starting on May 27, 2024.
2. The division property custodians, supply officers, or authorized receiving personnel are requested to be available to receive the goods during delivery. The inspection and acceptance of the delivered goods at the Regional Office or Schools Division Offices will be conducted by the Regional Office or Schools Division Office inspection team, along with the duly designated property custodian or supply officer, in accordance with the existing COA Circulars and other relevant rules.
3. Authorized receiving personnel should refer to DepEd Order 004, s. 2024, which outlines the Guidelines in the Procurement of Goods Using the Supply and Delivery Strategy and the Contract Implementation of Procurement of Goods in the Department of Education.
4. Ensure the completion and signing of the Delivery Receipts, Inspection and Acceptance Report (IAR), and Inventory Transfer Receipt (ITR). Submit these documents to the supplier in compliance with existing laws, rules, and regulations. Additionally, be informed that the Bureau of Alternative Education (BAE) has provided specific instructions to the supplier regarding this process.
5. Ensure that photocopies of the documents are handed to both the division ALS Focal person and supply officers.
6. Refer to the attached allocation list, technical specifications, and additional details for your reference.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



2024-05-08670

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 2



Certificate No.: PHP QMS
24 93 0191

7. For query, contact Josephine Chonie M. Obsenares, EPS Regional ALS Focal Person at josephinechonie.obsenares@deped.gov.ph.

8. Immediate dissemination of this Memorandum to all concerned is desired

MARIA INES C. ASUNCION
Director II
Officer-in-Charge
Office of the Regional Director

Encls.: NONE

Reference: Memorandum DM-CT-2024-172

To be indicated in the Perpetual Index
under the following subjects:

ALS JHS MODULES SESSION GUIDES

CLMD/jcmo
06/03/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



2024-05-08670

Doc. Ref. Code	RO-HRDD	Rev	00
Effectivity	02.01.23	Page	2 of 2



Certificate No.: PHP QMS
24 93 0191